



U.S. DEPARTMENT OF THE INTERIOR
Certification of Position Approval for Retirement
Under
5 USC 8336(c) and 8412(d)

☒ Approved under the Civil Service Retirement System, 5 USC 8336(c)

☒ Approved under the Federal Employees Retirement System, 5 USC 8412(d)

Category of Coverage: Secondary/Administrative (FF)

Bureau: Bureau of Land Management - Bureau Wide

Classification Title: Range/Forestry Technician

Organization Title: Air Tactical Supervisor

Position Number: F009 Series and Grade: GS-455/462-09

RECOMMENDATION FOR COVERAGE REVIEW:

Secondary administrative coverage is recommended for this position. Special retirement coverage under both CSRS and FERS is requested.

This position has administrative duties in an organization having a firefighting mission. The primary duties are administrative and directly connected with the control and extinguishment of fires. The primary purpose of this position is to serve as an Air Tactical Supervisor assigned to the state's for Aerial Supervision Module (ASM1). The incumbent provides leadership in ground fire suppression assignments as a Type 3 Incident Commander, Division/Group Supervisor and other wildland fire positions as needed. **The position requires prior firefighting experience and is clearly in an established career path.**

[Signature]
Bureau Program Designee

2-26-01
Date

[Signature]
DOI Fire & Law Enforcement Team Lead, Marcia L. Scifres

3/13/2001
Date

APPROVAL The position described above is approved for coverage under Firefighter or Law Enforcement (FF/LEO) Retirement retroactive to classification date of 02/15/2001 Approval is by DOI Secretary's Designee:

[Signature]
Deputy Assistant Secretary, Human Resources

3/19/2001
Date

POSITION DESCRIPTION (Please Read Instructions on the Back)

1. Agency Position No.

F009

2. Reason for Submission

☐ Redescription
☐ Reestablishment

☒ New
☐ Other

3. Service

☐ Hdqtrs ☒ Field

4. Employing Office Location

5. Duty Station

6. OPM Certification No.

Explanation (Show any positions replaced)

7. Fair Labor Standards Act

☒ Exempt ☐ Nonexempt

8. Financial Statements Required

☐ Executive Personnel Financial Disclosure ☐ Employment and Financial Interest

9. Subject to IA Action

☒ Yes ☐ No

10. Position Status

☒ Competitive
☒ Excepted (Specify in Remarks)
☐ SES (Gen.) ☐ SES (CR)

11. Position Is

☐ Supervisory
☐ Managerial
☒ Neither

12. Sensitivity

☒ 1--Non-Sensitive ☐ 3--Critical
☐ 2--Noncritical Sensitive ☐ 4--Special Sensitive

13. Competitive Level Code

14. Agency Use

15. Classified/Graded by

Official Title of Position

Pay Plan

Occupational Code

Grade

Initials

Date

a. Office of Personnel Management

b. Department, Agency or Establishment

c. Second Level Review

Range/Forestry Technician (Fire)

GS

455/462

09

twr

2/15/01

d. First Level Review

e. Recommended by Supervisor or Initiating Office

16. Organizational Title of Position (if different from official title)

Air Tactical Supervisor

17. Name of Employee (if vacant, specify)

18. Department, Agency, or Establishment

Department of the Interior

c. Third Subdivision

a. First Subdivision

Bureau of Land Management

d. Fourth Subdivision

b. Second Subdivision

State Office

e. Fifth Subdivision

19. Employee Review-This is an accurate description of the major duties and responsibilities of my position.

Signature of Employee (optional)

20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that

this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.

a. Typed Name and Title of Immediate Supervisor

b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)

Signature

Date

Signature

Date

21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.

Typed Name and Title of Official Taking Action

Todd W. Ryan

22. Position Classification Standards Used in Classifying/Grading Position
Range Technician Series, GS-455 & Forestry Technician Series, GS-462 Dec 91 TS-111 GEG for Aid and Technician Work in the Biological Sciences, GS-400 Dec 91 TS-111

Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.

Position Classification Specialist

Signature

Date

2/15/01

23. Position Review

Initials

Date

Initials

Date

Initials

Date

Initials

Date

Initials

Date

a. Employee (optional)

b. Supervisor

c. Classifier

Department of Interior, FIRE Retirement Team Specialist

This PD has been approved as follows under 5USC 8336(c) and 8412(d)

Firefighter Law Enforcement

Primary Secondary Administrative Secondary Supply

24. Remarks

Approval Date 3/19/01

25. Description of Major Duties and Responsibilities (See Attached)

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U.S. Office of Personnel Management
FPM Chapter 295

Range/Forestry Technician (Fire)
GS-455/462-09 Position Number F009
(Air Tactical Supervisor)

Introduction

The position is located in the Bureau of Land Management, State Office, Fire and Aviation Management office. The primary purpose of this position is to serve as an Air Tactical Supervisor assigned to the state's Aerial Supervision Module (ASM1) (70%). A secondary purpose of the position is to provide Air Tactical Program Management (10%), Liaison to external and internal cooperators (10%) and Training (10%).

The ASM1 is a fixed wing platform that utilizes two crewmembers to perform the functions of traditional air attack and when necessary performs low-level operations including lead profiles. ASM1 aircraft and crews are national resources. The ASM1 requires both crewmembers to be trained and work as a team, utilizing Crew Resource Management (CRM) skills and techniques to enhance safety, efficiency and effectiveness. Module operations require a fluid relationship between crewmembers that incorporates task sharing and coordination.

The incumbent serves as a Supervisor/Manager of Bureau and interagency aerial operations over incidents; this includes directing and coordinating tactical, logistical and other fixed and/or rotor wing aircraft such as air tankers, lead planes, large helicopters, smokejumper aircraft, helitack aircraft, law enforcement, press, and civil aircraft with ground based personnel and management. Position provides for overall efficiency, effectiveness and safety of aerial and ground incident personnel or resources while airborne over an incident.

It has been determined that prior wildland firefighting experience and training is required to carry out the duties and responsibilities of this position.

Major Duties

Aerial Operations

1. **Aerial Supervision** (50%)

Serves as a team member of an ASM1 with a Federal or cooperating state government Air Tactical Pilot. As mission commander provides oversight, supervision, direction to and is responsible for all aerial resources assigned to incidents when they are in flight. Works in a team concept with the Air Tactical Pilot and applies Crew Resource Management Principles to all aerial assignments.

Responds in aircraft as an ASM1 to wildland fires and other emergencies. During incidents provides leadership and promotes teamwork with the Air Tactical Pilot, fire managers, and ground based personnel regarding incident tactical aircraft operations, performance and safety.

Responsible for implementation of the air/ground team concept over incidents. Serves as airborne Incident Commander until qualified ground personnel assume responsibility. Develops strategies, applies tactics and makes recommendations in support of management/incident objectives. Coordinates strategy and tactics with unit

fire managers or Incident Commanders. Determines and recommends resource needs while over incidents. Develops and coordinates recommendations for air-to-air and air-to-ground communication plans. Maintains communication with ground forces, assigned aircraft, and dispatching organizations. Recommends and defines boundaries of Temporary Flight Restriction as needed.

Evaluates fuel types, terrain, fire weather, current and expected fire behavior for effective aerial size up, suppression, and coordination with ground or management personnel.

Coordinates with unit fire managers identifying priorities, values at risk, ground and aerial restrictions on incident assignments.

Provides risk assessment and mitigates unacceptable safety risks for aerial and ground personnel.

2. Tactical Aviation Planning (10%)

Responsible for providing input to fire and aviation management specialists at the incident, field, state, and national office level for current and future cost effective performance, utilization, mobilization and demobilization of aerial resources. Coordinates with the incident, air attack bases, state and field office fire and aviation managers for scheduling, briefings, and debriefings of assigned flight crews. Assures flight crews receive management objectives or Incident Action Plans prior to implementing operations.

3. Fire Suppression (10%)

Provides leadership in ground fire suppression assignments as Type 3 Incident Commander, Division/Group Supervisor and other wildland fire positions as needed. Maintains wildland fire currency and qualifications in these operational areas.

Aviation Program Management

1. Air Tactical Program Management (10%)

Provides assistance to Fire and Aviation Managers with their responsibility for all facets of aerial suppression operations. Serves as the Bureau's geographic area (i.e., Alaska for Alaska, Nevada for Western Great Basin, Utah/Idaho for Eastern Great Basin, California for the Southwest region) representative on the nationally chartered Interagency Air Tactical Group Steering Committee. This group is chartered by the Aviation Management Council (AMC). Participants are USFS, BLM, BIA, and NPS.

2. Liaison (10%)

Functions as a Bureau expert on aviation wildland fire suppression techniques. In this capacity, coordinates operations with various Federal or state land management agency policies during complex wildland fires and other incidents. Provides clarification and explanation of policy, priorities, and regulations to air and ground personnel. Assists in resolving conflicting operational and policy requirements. Recommends policy and operational procedure changes to national level decision makers.

3. Training (10%)

Conducts training/instruction, both in the classroom and on-the-job, in accordance with the Air Tactical Pilots' training plan. Typical training includes subjects such as Incident Command System (ICS), Fire Suppression and Tactics, and Basic Air Operations related to wildland fire. Students are trainee Air Tactical Pilots, Air Tactical Supervisors, Air Tactical Group Supervisors, Incident Commanders, Fire Fighters, Helicopter personnel, and Dispatchers.

Factors

Factor 1- Knowledge Required by the Position (Level 1-5, 750 points, Aerial Operations)
(Level 1-6, 950 points, Program Management)

Knowledge of and experience in wildland fire suppression principles, practices and techniques, fire behavior, fire hazard and risk analysis, initial attack and large fire suppression activities in fuel types and terrain throughout North America, sufficient to serve as an expert in the areas of tactics, aerial supervision, and retardant/suppressant application.

Knowledge of the principles and practices of Crew Resource Management.

Knowledge of fixed and rotor wing aircraft capabilities and limitations.

Knowledge of the Incident Command System.

Knowledge of prioritization, positioning, separating, sequencing, and combined use of tactical aircraft for various emergency situations.

Knowledge of capabilities of various aerial applied retardants/suppressants and delivery systems.

Knowledge of Bureau, DOI, and interagency fire and aviation policy, guidelines and procedures as they pertain to aerial supervision, aerial fire fighting, retardant/suppressant application.

Knowledge of various Federal Aviation Administration airspace classifications and Title 14 of the Code of Federal Regulations (14 CFR) pertinent to aerial suppression/emergency operations.

Knowledge of aviation and ground navigation techniques, tools and instruments, various aircraft avionics, radio systems and required procedures.

Ability to communicate effectively using techniques and practices for aircraft to aircraft, aircraft to ground, and ground to ground radio transmissions. Ability to provide concise, timely and pertinent information by radio or aircraft intercom to appropriate air and ground personnel.

Ability to write clearly and concisely at a level that will be understood.

Knowledge of Interagency Geographic Area Coordination Centers and wildland fire dispatch procedures and systems.

Ability to maintain effective working relationships within the Aerial Supervision Module and with supervisors, fire and aviation managers, dispatchers, contractors, and persons from other agencies.

Knowledge of cost-benefit ratios and the ability to assess these with the relationships to wildland fire strategy and tactics meeting management or incident objectives.

Must possess interagency qualification as an Air Tactical Group Supervisor (ATGS), which requires prior wildland firefighting experience in order to carry out the duties and responsibilities of the position.

Factor 2- Supervisory Control

(Level 2-3, 275 points)

The supervisor gives work assignments in the form of national or state office objectives, goals and priorities. The supervisor and incumbent define project schedules and deadlines.

The incumbent accomplishes assignments within the constraints of Bureau policy and regulations. The supervisor reviews completed assignments for effectiveness in all areas of aerial supervision. The position is supervised by the State Aviation Manager or State Fire Operations Specialist.

As a National Resource, the incumbent is frequently physically and organizationally removed from the supervisor for extended periods of time. Incumbent accomplishes assignments with considerable latitude. Plans, coordinates and implements aerial suppression and aerial supervision on incident assignments. Keeps supervisor and other fire and aviation management personnel informed of issues affecting aerial supervision and the Aerial Supervision Module program.

Factor 3- Guidelines

(Level 3-3, 275 points)

Guidelines are BLM manuals, instruction memoranda, USDI Departmental Manuals (DMs), Federal Aviation Regulations (FARs), and interagency guides. Application of these guidelines include a wide range of procedures, requirements and concepts.

Guidelines do not always deal with unique or unusual situations confronted in aerial supervision. Incumbent uses experience, resourcefulness, judgement and creativity to meet intent of guidelines and regulations.

Factor 4- Complexity

(Level 4-3, 150 points)

Aerial Supervision Module assignment complexity factors involve supervising and directing aerial suppression aircraft and coordinating with ground personnel, dispatch organizations, and managers. Such supervision often requires quick decision making and the ability to clearly enunciate decisions, orders, recommendations and warnings. Decisions affect safety of flight involving aircraft and personnel, safety of ground forces, and accomplishment of forest and rangeland fire suppression.

Application of Crew Resource Management practices and principles with the Air Tactical Pilot requires analysis of teamwork, communications, assertiveness, stress, problem solving, situational awareness, task management, and attitudes to insure safe practices and procedures for air and ground personnel.

The incumbent must have the ability to evaluate the Crew Resource Management principles and when needed skillfully modify aerial and ground suppression techniques to safely accomplish objectives. Increased complexity factors are multiple numbers and types of tactical aircraft supervised in coordination with numerous ground resources from various agencies.

The ability to work well with others in person or over radio transmissions, and to exercise diplomacy and tact with interagency personnel is essential to meet the requirements of the work assigned.

Factor 5- Scope and Effect

(Level 5-3, 150 points)

The aerial supervision and leadership provided by the incumbent directly affects fire and aviation management at the incident, field, state, and geographic area level.

During initial attack the development and implementation of safe, effective and efficient wildland fire suppression strategies for aerial and ground firefighters generates inferential agency or management objectives. During multiple and/or large incidents results of work performed will influence geographic area fire suppression and emergency organizations.

As a National Resource the incumbent can affect aerial and ground suppression, and emergency efforts in all geographic areas of the United States.

Factor 6- Personal Contacts and Factor 7- Purpose of Contacts

(Level 2B, 75 points)

Personal contacts are varied within the Bureau and on an interagency level. Intra- and inter-agency contacts include Fire Management Officers, Aviation Managers, Incident Commanders, Supervisory Dispatchers, Coordinators, Air Attack Base Managers, Airtanker Pilots, Helicopter

Pilots, Contractors, Contractor's Representatives, Office of Aircraft Services representatives, Public Information Officers, Air Tactical Pilots, and National Office Fire and Aviation staff.

The incumbent is visible at air attack bases and while in flight, is often interviewed by media, and radio transmissions are often monitored by scanners available to all persons in the United States.

Contacts are for the purpose of coordinating work efforts, providing fire and aviation managers with aircraft, suppression and aerial supervision suggestions, strategies and updates. Contacts involve operationally providing information, guidance, assistance, and applying a course of action for tactical aircraft flight crews.

Factor 8- Physical Demands

(Level 8-2, 20 points)

The work requires long and irregular hours. Physical requirements for ground fire assignments are arduous including walking or hiking in mountainous or difficult terrain while carrying tools and equipment.

The physical ability to perform all tasks is required during sustained flights in cramped space, turbulent atmospheric conditions, at low altitude (below 500' above ground level), high noise levels, while receiving or sending multiple radio transmissions and performing other aircrew tasks. This requirement is both physically and mentally demanding.

Other assignments are sedentary in nature.

Factor 9- Work Environment

(Level 9-3, 50 points)

Work is performed in aircraft, offices, and remote field locations. Considerable emergency travel on short notice is common and considerable time is spent away from home base. Duty days are long and limited only by Bureau and other Federal agency safety regulations.

Ground fire assignment work is often performed at remote locations in mountainous or difficult terrain. Very high temperatures and smoke are common environmental factors.

Most of the in-flight work is performed en route, over, and returning from fire assignments or other emergencies. Risks and discomforts involved are those of air travel compounded by required flight in dense smoke, turbulent air, over mountainous terrain, at low airspeeds and altitude, and in high density air traffic (with and without radar control). Risks beyond normal are encountered while engaged in low-level (less than 500' above ground level) operations in adverse flight conditions and flights into remote/isolated areas, and are compounded due to possible aircraft mechanical failures. Personal protective equipment required includes fire protective clothing and gloves, and boots.